

# Lynchburg Parking Authority

## Minutes

City Manager's Office  
900 Church Street  
Lynchburg, VA 24504

Tuesday, November 8, 2005  
12:00 noon

### Members Present

Dennis Howard, Chairman  
Michael Gillette, Vice Chairman  
Bert Dodson  
Tom Gerdy  
Linda Jones  
Kelvin Moore  
Terri Proffitt

### Members Absent

### Staff Present

Kimball Payne  
Mary Jane Russell  
Lee Newland  
Brian Thrower  
Rachel Flynn

#### 1. Call to Order

Mr. Howard called the meeting to order.

#### 2. Approval of Minutes

The Authority approved the minutes sent via e-mail by Mr. Thrower. Mr. Payne requested that Mr. Thrower put Parking Authority minutes on the City of Lynchburg website.

#### 3. Analysis of Current Parking Situation

Ms. Flynn gave an overview of the current situation based on downtown parking supply, demand, and occupancy figures. The study undertaken by Sasaki Associates, Inc. divided downtown into 6 zones. Those zones include Riverfront West, Riverfront East, Main Street East, Main Street West, Courthouse Hill West, and Courthouse Hill East. Data show the biggest demand for parking is in the Main Street West zone. However, study results suggest there is an adequate supply of existing parking to support current demand. Nevertheless, major building owners and large tenants still perceive parking to be a problem.

Given the high costs of building new parking structures, the Authority agreed the first priority is to maximize the efficiency of existing parking structures and look at parking control technologies as part of that effort. The second priority is to study enforcement efforts at curbing abuse of on-street parking by downtown employees, as these spaces should be used for downtown shoppers and visitors. Other discussion points included the

need for: on-street parking figures within each zone, information related to Winchester's method of funding parking structures, planning new parking structures as buildings are more fully occupied and further downtown growth occurs, and having a discussion with private parking deck owners regarding technology devices.

#### **4. Next Steps**

Next steps include the following: 1) Ms. Proffitt and Mr. Thrower to work together on getting information on current parking technology controls and invite technology providers to next meeting to do a presentation, 2) invite parking enforcement staff to a future meeting to discuss situation of on-street parking violators, 3) Mr. Payne to contact Winchester officials to obtain information on their parking deck funding methods, and 4) Mr. Payne and Mr. Thrower to work on revising Parking Authority resolution.

#### **5. Adjourn**

The meeting was adjourned with no further business. The next meeting will be held on Tuesday, December 13 at 12:00 noon in the City Manager's Office.